

## Expectations for Academic Integrity

Central Community College believes successful students are independent critical thinkers who possess the work ethic and skills necessary to make a positive difference in their professions and communities. In order to maximize student and community success, CCC is devoted to maintaining an honest academic environment and upholding integrity as a core value. All individuals across all course modalities are expected to practice academic integrity, which encompasses the fundamental values of honesty, trust, respect, fairness, and responsibility. In the case of alleged violations of academic integrity, Central Community College strives for fair resolution.

### ***Instances of Academic Dishonesty:***

**Plagiarism** - direct copying or paraphrasing without citation someone else's work (i.e. writing, images, video or audio)

**Cheating** - engaging in any behavior intended to achieve an unfair advantage for self or another in any academic exercise (i.e. unauthorized collaboration or unauthorized use of resources or data in a study)

**Fabricating Information** - inventing or falsifying information (i.e. making up resources and/or citations, falsifying academic records)

**Facilitating Academic Dishonesty** - soliciting, furnishing, or offering to furnish unauthorized exams, quizzes, or academic materials; participating in academic sabotage

### ***Procedures for Addressing Alleged Instances of Academic Dishonesty***

1. When an instructor believes a student may have committed academic dishonesty, the instructor will contact the student to discuss the situation (face-to-face, phone or electronic communication). Electronic meetings may be appropriate for distance students. Every effort will be made to resolve the situation between the instructor and the student.
2. At the discretion of the instructor, resolution of academic dishonesty may include the following Academic Sanctions:
  - a. Revision and resubmission of the assignment/project/paper within an identified time frame, potentially with a lowered grade;
  - b. No resubmission of the assignment/project/paper with an immediate zero;
  - c. An immediate zero for the test/quiz/examination.
3. The instructor completes the Academic Integrity Action Form and submits it to the Division Dean of Instruction. The form may be referenced should the student be involved in additional alleged instances of academic dishonesty.
4. In addition to instructor's Academic Sanctions, a student involved in academic dishonesty also may be subject to College Sanctions recommended by the Division Dean of Instruction including probation, suspension or dismissal. See the Student Handbook for additional information.
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incidences may include recommended or applied College Sanctions such as probation, suspension, or dismissal from college.

### **Academic Integrity Appeal Procedures**

1. The student has the right to appeal an academic sanction applied by an instructor for academic dishonesty *within 5 business days of the applied academic sanction*.
2. For incidents of academic dishonesty, the instructor will notify the student (face-to-face, phone or electronic communication) of the academic sanction applied. Electronic meetings may be appropriate for distance students.
3. The student has the right to appeal the academic sanction by requesting a meeting with the Division Associate Dean of Instruction *within 5 business days of notification of the academic sanction by the instructor*.
4. Should resolution not be reached, the stude





Division Associate Dean of Instruction Signature/Date

**Part C: College Sanctions - Review by the Division Dean of Instruction**



